

Please see **THREE IMPORTANT ANNOUNCEMENTS** below regarding: 1) Student Demographics for Fall 2013 Assessments; 2) English Learner (EL) MEAP Accommodations Clarification, and 3) MME Online Establishment Deadline.

1. Student Demographics for Fall 2013 Assessments

Pre-identification of students for fall 2013 MEAP, MI-Access, and MEAP-Access has been going on since May 2013 on the Secure Site. Student demographics such as special education, economically disadvantaged, student address, student ID number, etc., are not required for pre-identification purposes nor are they currently being pulled from the Michigan Student Data System (MSDS). This information cannot be hand entered directly on the Secure Site.

Districts will be submitting and certifying their student data from the October 2, 2013 count day for the fall general MSDS collection over the next few weeks. The final deadline for those files to be certified in MSDS is Wednesday, November 13, 2013. For assessment and accountability purposes, BAA will start pulling student data from MSDS on Tuesday, November 19, 2013 for the students that participated in the fall assessments. Data will be pulled based on an “as of date” on or before Friday, October 25, 2013. Schools will be given an opportunity from Wednesday, November 20 – Wednesday, November 27, 2013 to review the student enrollment, student demographics, and verify answer documents received in the Accountable Students and Test Verification (formerly Expected to Test, Tested Roster and Not Tested) screen on the Secure Site. This screen will NOT be available until Wednesday, November 20, 2013.

During the November 20 – November 27 review period, for assessment and accountability purposes, districts will be able to submit Student Record Maintenance (SRM) files in MSDS to update new enrollment, student exit dates, and other student demographic information for the period of time from October 2 – October 25, 2013. Schools will have until Wednesday, November 27, 2013 to submit the SRMs. No changes in MSDS submitted after Wednesday, November 27, 2013 will be picked up for assessment and accountability purposes.

More detailed information will be going out to districts and schools in mid-November regarding this process.

2. English Learner (EL) MEAP Accommodations Clarification:

The Updated Assessment Accommodations Summary Table identifies a few allowable accommodations for ELs for which a prerequisite of having a specific English proficiency level is required. The current allowable proficiency levels for accommodations #21, #23, and #24 are the following:

- Basic or Intermediate (Low Intermediate or High Intermediate) on the ELPA
- Entering or Beginning (Emerging) on the WIDA (W-APT or ACCESS for ELLs)

Please contact the Office of Standards & Assessment at 877-560-8378 with questions.

3. MME Online Establishment Deadline is Friday, October 4, 2013.

Reminder, the deadline for schools to provide online establishment information to ACT for the Spring 2014 MME is **Friday, October 4, 2013**. All Test Supervisors, Back-up Test Supervisors, and Test Accommodations Coordinators must complete their online establishment profiles by **5:00PM, Friday, October 4, 2013**.

If your school is having difficulty with the establishment process, please contact ACT immediately by email at: mi.mme@act.org, or by phone at:

800-553-6244 ext. 2800.

Have Other Questions?

For assessment questions, please email BAA@michigan.gov.

For accountability questions, please email MDE-Accountability@michigan.gov.

For phone assistance with assessment or accountability issues, call 877-560-8378 and select the appropriate menu option.